

EXCERPT FROM THE MINUTES OF THE MEETING OF NORTH LANARKSHIRE COUNCIL ON 7 NOVEMBER 1996**Committee Meetings: Timetable for Calendar Year 1997**

With reference to paragraph 27 of the minutes of the meeting of the Policy and Resources Committee held on 29 October 1996 Councillor H. McGuigan, Convener of the Policy and Resources Committee, moved that the draft timetable of meetings of Committees and Sub-Committees for calendar year 1997, as proposed in the report dated 8 October 1996 by the Director of Administration, be approved in principle and that power be delegated to the Policy and Resources (Community Development) Sub-Committee to agree any detailed amendments at the meeting of that Sub-Committee to be held on 20 November 1996.

Decided

- (1) that the draft timetable of meetings of Committees for calendar year 1997, as proposed in the report dated 8 October 1996 by the Director of Administration, be approved in principle; and
- (2) that the Policy and Resources (Community Development) Sub-Committee be authorised to consider, at its meeting on 20 November 1996, and if so advised, then approve on behalf of the Council, any detailed amendments to that timetable.

NORTH LANARKSHIRE COUNCIL

REPORT

To: POLICY AND RESOURCES COMMITTEE	Subject: COMMITTEE MEETINGS: TIMETABLE FOR CALENDAR YEAR 1997	
From: DIRECTOR OF ADMINISTRATION		
Date: 8 October 1996	Ref: JAF/IL	

1. BACKGROUND

- 1.1 The current timetable of meetings approved by the Council extends only to 31 December 1996. It is necessary to extend the forward programme of meetings and proposals have been drafted for the timetable of meetings for the calendar year 1997.

2. PROPOSALS

- 2.1 The proposed timetable of meetings is shown in the Appendix to this Report and generally follows the pattern of the existing timetable with a number of minor amendments which have been discussed with the appropriate Conveners. These proposals take account of the proposal that the Planning and Development Committee should meet in the second and fifth weeks of the cycle rather than the third and fifth as previously arranged.
- 2.2 To enable the Personnel Services Committee to deal, expeditiously, with remits from other Committees, the meeting of that Committee has been scheduled for the fourth week in each cycle. To accommodate that change the meeting of the Economic Development Committee has been scheduled for the third week in each cycle.
- 2.3 Experience has shown the need for two meetings of the General Purposes (Licensing) Sub-Committee in each cycle. To provide for this - and to leave a sufficient period between each meeting - it is proposed that the General Purposes (Licensing) Sub-Committee meet on the morning of the Thursday of the second week and the fifth week of each cycle. To avoid clashes it is proposed, also, that the Education (Resources) Sub-Committee meet on the afternoon of the Thursday of the second week of each cycle and that the Policy and Resources (Community Development) Sub-Committee meet on the morning of the Wednesday of the third week of each cycle.
- 2.4 To facilitate the smooth conduct of business, provision has been made for a week without other Committee commitments (other than that of the Licensing Board) to be devoted to budget meetings in March 1997.
- 2.5 Provision has been made also for, in addition to the summer and winter recess, a recess to coincide with the October school holiday week.

3. PROPOSED TIMETABLE

- 3.1 It is suggested that the proposed timetable annexed as the Appendix to this Report be approved as the diary of meetings for the calendar year 1997.

J. C. Fleming

Director of Administration

Members seeking further information on the contents of this report are asked to contact John Fleming, Head of Central Services on Extension 2228.

CYCLE 1

APPENDIX

January

Council Recess 1-3 January 1997 inclusive

Week 1	7	Tuesday:	11.00 14.00 & following	Social Work (Operations & Services) Planning & Development (Building & Property) Planning & Development (Conveners)
	8	Wednesday:	10.00 11.00 14.00	Civic Functions Group Social Work (Planning & Administration) Planning & Development (Transport & Development)
	9	Thursday:	14.00	Policy & Resources (Policy, Planning & Performance Review)
Week 2	13	Monday:	9.15 10.30 11.00	General Purposes (Conveners) Environmental Services (Conveners) Social Work (Conveners)
	14	Tuesday:	11.00 15.00	Education (Community Services) Economic Development (Conveners)
	15	Wednesday:	11.00	Planning & Development
	16	Thursday:	10.00 14.00	General Purposes (Licensing) Education (Resources)
	17	Friday:	9.45	Licensing Board (Motherwell)
Week 3	20	Monday:	10.00 10.00 11.00	Construction Services (Conveners) Leisure Services (Conveners) Education (Conveners)
	21	Tuesday:	11.00 14.00 14.00	Social Work Environmental Services Personnel Services (Conveners)
	22	Wednesday:	10.00 11.00 14.00	Housing (Conveners) Policy and Resources (Community Development) General Purposes
	23	Thursday:	10.00 14.00	Finance (Conveners) Economic Development
	24	Friday:	9.45	Licensing Board (Airdrie)
	Week 4	28	Tuesday:	11.00 11.00 11.00 14.00
29		Wednesday:	10.00 14.00	Leisure Services Housing
30		Thursday:	11.00 14.00	Personnel Services Finance
31		Friday:	9.45	Licensing Board (Cumbernauld)
February		4	Tuesday:	14.00
	5	Wednesday:	11.00 14.00	Planning & Development JCC - Education
	6	Thursday:	10.00 10.00 & 14.00	General Purposes (Licensing) JCC - APT&C and (Craft/Manual)
Week 6	13	Thursday:	16.00	Council
	14	Friday:	9.45	Adjourned Licensing Board (Motherwell)

CYCLE 2

February

Week 1	18	Tuesday:	11.00 14.00 & following	Social Work (Operations & Services) Planning & Development (Building & Property) Planning & Development (Conveners)
	19	Wednesday:	10.00 11.00 14.00	Civic Functions Group Social Work (Planning & Administration) Planning & Development (Transport & Development)
	20	Thursday:	14.00	Policy & Resources (Policy, Planning & Performance Review)
Week 2	24	Monday:	9.15 10.30 11.00	General Purposes (Conveners) Environmental Services (Conveners) Social Work (Conveners)
	25	Tuesday:	11.00 15.00	Education (Community Services) Economic Development (Conveners)
	26	Wednesday:	11.00	Planning & Development
	27	Thursday:	10.00 14.00	General Purposes (Licensing) Education (Resources)

March

Week 3	3-6			Budget Meetings
	7	Friday	9.45	Licensing Board (Motherwell)
Week 4	10	Monday:	10.00 10.00 11.00	Construction Services (Conveners) Leisure Services (Conveners) Education (Conveners)
	11	Tuesday:	11.00 14.00 14.00	Social Work Environmental Services Personnel Services (Conveners)
	12	Wednesday:	10.00 11.00 14.00	Housing (Conveners) Policy and Resources (Community Development) General Purposes
	13	Thursday:	10.00 14.00	Finance (Conveners) Economic Development
	14	Friday:	9.45	Licensing Board (Airdrie)
	Week 5	18	Tuesday:	11.00 11.00 11.00 14.00
19		Wednesday:	10.00 14.00	Leisure Services Housing
20		Thursday:	10.00 11.00 14.00	General Purposes (Licensing) Personnel Services Finance
21		Friday:	9.45	Licensing Board (Cumbernauld)
Week 6		25	Tuesday:	14.00
	26	Wednesday:	11.00	Planning & Development

April

Week 7	3	Thursday	16.00	Council
	4	Friday	9.45	Adjourned Licensing Board (Motherwell)

CYCLE 3

April

Week 1	8	Tuesday:	11.00 14.00 & following	Social Work (Operations & Services) Planning & Development (Building & Property) Planning & Development (Conveners)
	9	Wednesday:	10.00 11.00 14.00	Civic Functions Group Social Work (Planning & Administration) Planning & Development (Transport & Development)
	10	Thursday:	14.00	Policy & Resources (Policy, Planning & Performance Review)

Week 2	14	Monday:	9.15 10.30 11.00	General Purposes (Conveners) Environmental Services (Conveners) Social Work (Conveners)
	15	Tuesday:	11.00 15.00	Education (Community Services) Economic Development (Conveners)
	16	Wednesday:	11.00	Planning & Development
	17	Thursday:	10.00 14.00	General Purposes (Licensing) Education (Resources)

Week 3	21	Monday:	10.00 10.00 11.00	Construction Services (Conveners) Leisure Services (Conveners) Education (Conveners)
	22	Tuesday:	11.00 14.00 14.00	Social Work Environmental Services Personnel Services (Conveners)
	23	Wednesday:	10.00 11.00 14.00	Housing (Conveners) Policy and Resources (Community Development) General Purposes
	24	Thursday:	10.00 14.00	Finance (Conveners) Economic Development

Week 4	29	Tuesday:	11.00 11.00 11.00 14.00	Policy & Resources (Conveners) Planning & Development (Conveners) Construction Services Education
	30	Wednesday:	10.00 14.00	Leisure Services Housing

May

	1	Thursday	11.00 14.00	Personnel Services Finance
Week 5	6	Tuesday:	14.00	Policy and Resources
	7	Wednesday:	11.00 14.00	Planning & Development JCC - Education
	8	Thursday:	10.00 10.00 & 14.00	General Purposes (Licensing) JCC - APT&C and (Craft/Manual)
Week 6	15	Thursday	16.00	Council
Week 7	19-23	-	-	-

CYCLE 4

May

Week 1	27	Tuesday:	11.00 14.00 & following	Social Work (Operations & Services) Planning & Development (Building & Property) Planning & Development (Conveners)
	28	Wednesday:	10.00 11.00 14.00	Civic Functions Group Social Work (Planning & Administration) Planning & Development (Transport & Development)
	29	Thursday:	14.00	Policy & Resources (Policy, Planning & Performance Review)

June

Week 2	2	Monday:	9.15 10.30 11.00	General Purposes (Conveners) Environmental Services (Conveners) Social Work (Conveners)
	3	Tuesday:	11.00 15.00	Education (Community Services) Economic Development (Conveners)
	4	Wednesday:	11.00	Planning & Development
Week 3	5	Thursday:	10.00 14.00	General Purposes (Licensing) Education (Resources)
	6	Friday:	9.45	Licensing Board (Motherwell)
	9	Monday:	10.00 10.00 11.00	Construction Services (Conveners) Leisure Services (Conveners) Education (Conveners)
	10	Tuesday:	11.00 14.00 14.00	Social Work Environmental Services Personnel Services (Conveners)
	11	Wednesday:	10.00 11.00 14.00	Housing (Conveners) Policy and Resources (Community Development) General Purposes
Week 4	12	Thursday:	10.00 14.00	Finance (Conveners) Economic Development
	13	Friday:	9.45	Licensing Board (Airdrie)
	17	Tuesday:	11.00 11.00 11.00 14.00	Policy & Resources (Conveners) Planning & Development (Conveners) Construction Services Education
	18	Wednesday:	10.00 14.00	Leisure Services Housing
Week 5	19	Thursday:	11.00 14.00	Personnel Services Finance
	20	Friday:	9.45	Licensing Board (Cumbernauld)
	24	Tuesday:	14.00	Policy and Resources
Week 6	25	Wednesday:	11.00	Planning & Development
	26	Thursday:	10.00	General Purposes (Licensing)

July

Week 6	3	Thursday	16.00	Council
	4	Friday	9.45	Adjourned Licensing Board (Motherwell)

Summer Recess 7 July - 1 August 1997 inclusive

CYCLE 5

August

Week 1	5	Tuesday:	11.00 14.00 & following	Social Work (Operations & Services) Planning & Development (Buildings & Property) Planning & Development (Conveners)
	6	Wednesday:	10.00 11.00 14.00	Civic Functions Group Social Work (Planning & Administration) Planning & Development (Transport & Development)
	7	Thursday:	14.00	Policy & Resources (Policy, Planning & Performance Review)
Week 2	11	Monday:	9.15 10.30 11.00	General Purposes (Conveners) Environmental Services (Conveners) Social Work (Conveners)
	12	Tuesday:	11.00 15.00	Education (Community Services) Economic Development (Conveners)
	13	Wednesday:	11.00	Planning & Development
	14	Thursday:	10.00 14.00	General Purposes (Licensing) Education (Resources)
Week 3	18	Monday:	10.00 10.00 11.00	Construction Services (Conveners) Leisure Services (Conveners) Education (Conveners)
	19	Tuesday:	11.00 14.00 14.00	Social Work Environmental Services Personnel Services (Conveners)
	20	Wednesday:	10.00 11.00 14.00	Housing (Conveners) Policy and Resources (Community Development) General Purposes
	21	Thursday:	10.00 14.00	Finance (Conveners) Economic Development
	Week 4	26	Tuesday:	11.00 11.00 11.00 14.00
27		Wednesday:	10.00 14.00	Leisure Services Housing
28		Thursday:	11.00 14.00	Personnel Services Finance

September

Week 5	2	Tuesday:	14.00	Policy and Resources
	3	Wednesday:	11.00 14.00	Planning & Development JCC - Education
	4	Thursday:	10.00 10.00 & 14.00	General Purposes (Licensing) JCC - APT&C and (Craft/Manual)
Week 6	18	Thursday:	16.00	Council

CYCLE 6

September

Week 1	23	Tuesday:	11.00	Social Work (Operations & Services)
			14.00	Planning & Development (Buildings & Property)
			& following	Planning & Development (Conveners)
24	Wednesday:	10.00	Civic Functions Group	
		11.00	Social Work (Planning & Administration)	
		14.00	Planning & Development (Transport & Development)	
25	Thursday:	9.15	General Purposes (Conveners)	
		10.30	Environmental Services (Conveners)	
		11.00	Social Work (Conveners)	
		14.00	Policy & Resources (Policy, Planning & Performance Review)	
Week 2	30	Tuesday:	11.00	Education (Community Services)
			15.00	Economic Development (Conveners)

October

1	Wednesday:	11.00	Planning & Development		
		2	Thursday:	10.00	General Purposes (Licensing)
		14.00	Education (Resources)		
3	Friday:	9.45	Licensing Board (Motherwell)		
		Week 3	6	Monday:	10.00
10.00	Leisure Services (Conveners)				
11.00	Education (Conveners)				
7	Tuesday:				11.00
		14.00	Environmental Services		
		14.00	Personnel Services (Conveners)		
8	Wednesday:	10.00	Housing (Conveners)		
		11.00	Policy and Resources (Community Development)		
		14.00	General Purposes		
9	Thursday:	10.00	Finance (Conveners)		
		14.00	Economic Development		
10	Friday:	9.45	Licensing Board (Airdrie)		

Council Recess 13-17 October 1997 inclusive

Week 4	21	Tuesday:	11.00	Policy & Resources (Conveners)		
			11.00	Planning & Development (Conveners)		
			11.00	Construction Services		
			14.00	Education		
22	Wednesday:	10.00	Leisure Services			
		14.00	Housing			
23	Thursday:	11.00	Personnel Services			
		14.00	Finance			
24	Friday:	9.45	Licensing Board (Cumbernauld)			
		Week 5	28	Tuesday:	14.00	Policy and Resources
29	Wednesday:				11.00	Planning & Development
					10.00	General Purposes (Licensing)
30	Thursday:				10.00	General Purposes (Licensing)
		31	Friday:	9.45	Adjourned Licensing Board (Motherwell)	

November

Week 6	6	Thursday:	16.00	Council
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CYCLE 7

November

Week 1	11	Tuesday:	11.00 14.00 & following	Social Work (Operations & Services) Planning & Development (Buildings & Property) Planning & Development (Conveners)
	12	Wednesday:	10.00 11.00 14.00	Civic Functions Group Social Work (Planning & Administration) Planning & Development (Transport & Development)
	13	Thursday:	14.00	Policy & Resources (Policy, Planning & Performance Review)
Week 2	17	Monday:	9.15 10.30 11.00	General Purposes (Conveners) Environmental Services (Conveners) Social Work (Conveners)
	18	Tuesday:	11.00 15.00	Education (Community Services) Economic Development (Conveners)
	19	Wednesday:	11.00	Planning & Development
	20	Thursday:	10.00 14.00	General Purposes (Licensing) Education (Resources)
Week 3	24	Monday:	10.00 10.00 11.00	Construction Services (Conveners) Leisure Services (Conveners) Education (Conveners)
	25	Tuesday:	11.00 14.00 14.00	Social Work Environmental Services Personnel Services (Conveners)
	26	Wednesday:	10.00 11.00 14.00	Housing (Conveners) Policy and Resources (Community Development) General Purposes
	27	Thursday:	10.00 14.00	Finance (Conveners) Economic Development

December

Week 4	2	Tuesday:	11.00 11.00 11.00 14.00	Policy & Resources (Conveners) Planning & Development (Conveners) Construction Services Education
	3	Wednesday:	10.00 14.00	Leisure Services Housing
	4	Thursday:	11.00 14.00	Personnel Services Finance
	Week 5	9	Tuesday:	14.00
	10	Wednesday:	11.00 14.00	Planning & Development JCC - Education
	11	Thursday:	10.00 10.00 & 14.00	General Purposes (Licensing) JCC - APT&C and (Craft/Manual)
Week 6	18	Thursday:	16.00	Council

Council Recess 22 December 1997 - 2 January 1998